



Making a difference...together

MINUTES OF A MEETING OF THE Skana Water Service Committee, held Tuesday, November 22, 2022 at 9:30 a.m., In the Goldstream Meeting Room, 479 Island Highway, Victoria, BC

PRESENT: Committee Members: W. Korol (Chair) (EP); P. Brent (Electoral Area Director) (EP); M. Bentley (EP); B. Hill (EP); R. Johnston (EP)

Staff: J. Dales, Acting Senior Manager, Wastewater Infrastructure Operations; J. Marr, Acting Senior Manager, Infrastructure Engineering; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations (EP); C. Moch, Manager, Water Quality Operations; L. Xu, Manager, Finance Services; M. Risvold, Committee and Administrative Clerk (recorder)

EP = Electronic Participation

The meeting was called to order at 9:34 a.m.

1. APPROVAL OF AGENDA

MOVED by B. Hill, **SECONDED** by R. Johnston,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES

The second sentence of the first paragraph of item 8.1 was amended to read "Staff advised they will review the ability to provide an email address to the Committee and noted there may be security implications."

MOVED by M. Bentley, **SECONDED** by B. Hill,
That the minutes of the June 28, 2022 meeting be adopted as amended.

CARRIED

3. CHAIR'S REMARKS

The Chair welcomed new staff to working with the Skana Water Service Committee, and is looking forward to an effective transition and operation.

4. PRESENTATIONS/DELEGATIONS

There were none.

5. SENIOR MANAGER'S REPORT

J. Dales introduced himself and advised he is looking forward to working with the Committee.

6. COMMITTEE BUSINESS

6.1. 2023 Operating and Capital Budget

J. Dales presented the report.

Staff proposed two amendments to the budget:

- Move the Well Inspection scheduled for 2025 to 2023; and
- Carry forward Capital Project 17-04 Well #8 Upgrade.

Staff advised the amendments will not impact the bottom line of the revenue side for the ratepayer. There is no implication in 2023 for taxation and user charge. The transfer will be from the Operating Reserve Fund (ORF) to Funding Sources to offset the expenditure.

Staff responded to questions regarding:

- Water quality issues
- Well decommissioning
- Potential to drill another well
- Increasing reserve funds

Staff responded to questions from the Committee regarding disinfection byproducts (DBP's) and if there are funds allocated in the budget to deal with the issue. Staff advised the amendment proposed is to complete the well inspection in the first quarter of 2023 which will allow planning to take place for the DBP issue. There was a non-compliance in early 2022 for treated water. Island Health (IH) was notified and requested an action plan which consisted of short and long-term strategies. The strategies include public communication citing public health risk, address chlorine concentration, and reduce organics in the raw water. The on-going capital project to decommission near-by wells is proving to be challenging due to some wells being located on private property. If there is a chance to find a viable water source to drill an additional well, it should be considered prior to substantial treatment upgrades. The cost to drill an additional well would be dependent on formation, depth, property and pipelines.

Staff advised that Capital Project 24-01 Source Water Surveillance consists of improvements to the well site, monitoring the flow from the aquifer to the treatment plant and monitoring the level of the aquifer in real time which can be read remotely. The purpose of the equipment is to address drought conditions and allow for a quick response if needed. The project is to be implemented in 2024 and funding would be by debt which will require an alternate approval process (AAP).

Discussion ensued regarding increasing reserve funds. The committee proposed an increase to the total reserve funds transfer by \$7,000 in 2023. The \$2,000 increase is for Operating Reserve Fund from \$7,000 to \$9,000 and \$5,000 increase is for the Capital Reserve Fund from \$16,600 to \$21,600. Staff advised users will experience a monthly increase of \$11.

The Committee agreed to the amendments proposed by staff to carry over Capital Project 17-04 to the 2023 Capital Plan, and to move \$5,000 Operating expenditure for the Well Inspection from 2025 to 2023.

MOVED by B. Hill, **SECONDED** by R. Johnston,
That the Skana Water Service Committee:

1. Approve the 2023 operating and capital budget as amended to:

- a) Carryover Capital Project 17-04 to 2023 Capital Plan;
 - b) Move \$5,000 Operating expenditure for Well Inspection from 2025 to 2023 funded by Operating Reserve Fund;
 - c) Increase the Operating Reserve Fund transfer by \$2,000 from \$7,000 to \$9,000; Increase the Capital Reserve Fund transfer by \$5,000 from \$16,600 to \$21,600. The total increase of \$7,000 on reserve transfers to be funded by both parcel tax and user charge, and that the 2022 actual operating deficit be balanced on the 2022 Reserve Funds transfer (CRF and/or ORF); and
2. Recommends that Electoral Areas Committee recommend to the CRD Board that the 2023 Operating and Capital Budget and the five-year Financial Plan for the Skana Water Service be approved as amended.

CARRIED

6.2. Project and Operations Update

J. Kelly provided the capital projects update.

J. Dales provided the operational update.

Discussion ensued regarding the cost of system repairs.

7. CORRESPONDENCE

Email received from Robert Anthony is on file and available upon request.

- Short and long term strategies were discussed in item 6.1.
- Staff advised there is one well located on CRD property that has been decommissioned and one well on private property that has been decommissioned however not by CRD.
- Staff will provide the Committee with an update of DBP sampling once the November results are received.
- ORF and CRF were discussed in item 6.1.

8. NEW BUSINESS

The following items were raised by the Committee:

- The phone number on the sandwich boards ineffective as calls are not being answered or returned. Staff will investigate and determine if an alternate phone number can be used.
- CRD email address for Committee. This is being reviewed.
- Update on Water Conservation Bylaw. Staff advised the draft Water Conservation Bylaw will be provided to the Committee for review when it is available.
- Timeline for Well Decommissioning Project. Staff advised the investigations need to take place during the wet season. Decommissioning is slated to begin in mid-2023 subject to investigations. The planning process and determining ownership is underway.

9. ADJOURNMENT

MOVED by B. Hill, **SECONDED** by R. Johnston,
That the November 22, 2022 meeting be adjourned at 12:33 p.m.

CARRIED

CHAIR

SECRETARY